



**DATABANK EPACK
INVESTMENT FUND PLC**

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PREFACE

This document explains what you should know about this mutual fund before you invest. Please read it carefully. The Securities and Exchange Commission, Ghana (the “Commission”) has licensed the Fund to operate as a mutual fund. The Commission assumes no responsibility for the correctness of any of the statements contained in this document.

The distribution of this document and the offering of the shares in certain jurisdictions may be restricted by law; persons into whose possession this document comes are required by the Fund to inform them about and observe any such restrictions. This document does not constitute an offer to, and may not be used for the purpose of, or solicitation by, any person in any jurisdiction or in any circumstances in which such an offer or solicitation is not authorized or is unlawful.

The shares are offered based on the information and representations contained in this document, and other documents referred to herein. Any further information and representations made by any person may not be relied upon as having been authorized by the Fund. Neither the delivery of this document nor the allotment of shares shall under any circumstance create any implication that there has been no change in the affairs of the Fund since the date hereof.

Before deciding whether to apply for shares, you should consider whether shares are a suitable investment for you. The market of shares can go up as well as down. Past performance is not necessarily indicative of future performance. If you need advice, you should consult a qualified investment representative for professional advice.

It is important for the Scheme Particulars to be read in its entirety before making an application for shares issued by this mutual fund.

Databank Epack Investment Fund PLC.

July 2023

THE MANAGER

Name: Databank Asset Management Services LTD.
Country of incorporation: Ghana
Registration number: CS172092016
Nature of corporate Form: Limited Liability
Address: 61 Barnes Road, PMB, Ministries Post Office Accra
Telephone number: +233 302 610610
E-mail address: info@databankgroup.com
Website: www.databankgroup.com
Date of incorporation: February 2, 1996
Amount of issued shares: 1,440,000
Paid-up capital: GH¢ 375,000
Names of Directors: Angela Lamensdorf Ofori-Atta
Georgetta Striggner-Quartey
Franklin Afedzi Hayford
Keli Gadzekpo
Kojo Addae-Mensah
Stephen Douglas Cashin
Holding Company: Databank Financial Holdings Ltd. incorporated in Bermuda

Directorship Details for Databank Asset Management Services LTD:

Name	Position	Other Affiliations	Address	Occupation	Nationality
Angela Lamensdorf Ofori-Atta	Director	Board Member: <ul style="list-style-type: none">Databank Financial Services LTD.Enterprise Funeral Services Ghana Ltd.Enterprise Group LtdThe Databank Foundation	38 Ndebaninge Sithole Street North Labone	Clinical Psychologist/ Lecturer	Ghanaian
Georgetta Striggner-Quartey	Director	Board Member: <ul style="list-style-type: none">Databank Brokerage LTD.Databank Financial Services LTDSSO Advisors LtdTessina Consult UnlimitedNational Insurance Commission	P. O. Box 11564 Accra-North	Lawyer	Ghanaian
Franklin Afedzi Hayford	Director	Board Member: <ul style="list-style-type: none">Databank Financial Services LTDDatabank Securities Ltd. (The Gambia)	P. O. Box 7570, Accra-North	Investment Banker	Ghanaian

		<ul style="list-style-type: none"> • Ghana Reinsurance PLC. • Grace Strategic Ventures Ltd. • Insurance Company of Africa (Liberia) • International Bank (Liberia) Ltd • Rhun Palm Consult Ltd. • Trust Bank Ltd (The Gambia) 			
Keli Gadzekpo	Chairman	<p>Board Member:</p> <ul style="list-style-type: none"> • Databank Epack Investment Fund PLC. • Databank Financial Services LTD. • Ecolodge Mole Operating Company Ltd. • Electricity Company of Ghana Ltd. • Enterprise Funeral Services Ghana Ltd. • Enterprise Group Ltd. • Enterprise Insurance Company Ltd. • Enterprise Life Company Ltd. • Enterprise Properties Ltd. • Enterprise Trustees Ltd. • Family Ventures and Offices Ltd. • Grace Strategic Ventures Ltd. • Phyto-riker (GIHOC) Pharmaceuticals Company Ltd. • Robert & Sons Ltd • The Databank Foundation • Ventures and Acquisitions Ltd 	Box M.298, Accra	Investment Banker Group Chief Executive Officer, Enterprise Group Ltd	Ghanaian
Kojo Addae-Mensah	Chief Executive Officer	<p>Board Member:</p> <ul style="list-style-type: none"> • Databank Ark Fund PLC. • Databank Balanced Fund PLC. • Databank Brokerage LTD. • Databank Epack Investment Fund PLC. • Databank Retirement Fund PLC. • Databank Financial Services LTD. • Databank MFund PLC • The Databank Foundation 	61 Barnes Road, Adabraka, Accra	Investment Banker	Ghanaian
Stephen Douglas Cashin	Managing Director	<p>Board Member:</p> <ul style="list-style-type: none"> • Africare • Databank Brokerage Ltd. 	1100 Connecticut Ave., NW Suite.	Investment Banker	American

	<ul style="list-style-type: none"> • Databank Financial Services Ltd. • Georgetown University, School of Foreign Service • Insurance Company of Africa • International Bank (Liberia) Ltd. • Jesuit Refugee Services • Pan African Capital Group 	330, Washington, DC 20036		
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The Manager also manages the following Mutual Funds:

Fund	Address	Phone Numbers	E-mail	Website
Databank Ark Fund PLC.	61 Barnes Road. PMB, Ministries Post Office. Accra	+233 302 610610	info@databankgroup.com	www.databankgroup.com
Databank Balanced Fund PLC.	61 Barnes Road. PMB, Ministries Post Office. Accra	+233 302 610610	info@databankgroup.com	www.databankgroup.com
Databank Educational Investment Fund PLC.	61 Barnes Road. PMB, Ministries Post Office. Accra	+233 302 610610	info@databankgroup.com	www.databankgroup.com
Databank MFund PLC.	61 Barnes Road. PMB, Ministries Post Office. Accra	+233 302 610610	info@databankgroup.com	www.databankgroup.com

THE CUSTODIAN

Name of Custodian:	Standard Chartered Bank Ghana PLC.
Nature of its corporate form:	Limited Liability
Country of incorporation:	Ghana
Date of incorporation:	September 18, 1970
Name of holding company:	Stakeholders with holdings of more than 5% Standard Chartered Holdings (Africa) BV- 69.42% Social Security & National Insurance Trust- 14.55%
Address:	13 th Floor, Head Office Building. 87 Independence Road. P. O. Box 768, Accra
Issued share capital:	GHS 400,000,000
Paid up capital:	GHS 400,000,000
Principal business activity:	Banking Services

Full Description of Principal Activities:

- The majority stakeholder of Standard Chartered Bank Ghana PLC is Standard Chartered Holdings (Africa) BV, who holds a total stake of 69.42% and is immediately followed by the Social Security and National Trust with 14.55%. The bank was incorporated in Ghana on September 18, 1970 and is supervised by the Bank of Ghana under the Banks and Specialised Deposit taking Institutions Act 2016, (Act 930)
- Standard Chartered Bank has been operating custody business in Asia and the Middle East for over 90 years. Looking to extend its operations to Africa, the Bank, acquired Barclays Bank's custody operations in Africa (in eight countries). In July 2010, Standard Chartered Bank Ghana PLC obtained the license to operate custody businesses from the Securities and Exchange Commission under the Securities Industry Law, 1993, PNDCL 333 which was subsequently repealed by the Securities Industry Act 2016 (Act 929). The Bank has been offering custody services to institutional investors since December 6, 2010.

BOARD OF DIRECTORS AND CORPORATE INFORMATION FOR THE FUND

The Directors of the Fund are:

Name	Position	Other Affiliations	Address	Occupation	Nationality
Keli Gadzekpo	Chairman	Board Member: <ul style="list-style-type: none"> • Databank Asset Management Services LTD • Databank Financial Services LTD. • Databank Epack Investment Fund PLC. • The Databank Foundation • Ecolodge Company Ghana Ltd. • Ecolodge Mole Operating Company Ltd. • Enterprise Funeral Services Ghana Ltd. • Enterprise Group Ltd. • Enterprise Insurance Company Ltd. • Enterprise Life Company Ltd. • Enterprise Properties Ltd. • Enterprise Trustees Ltd. • Family Ventures and Offices Ltd. • Grace Strategic Ventures Ltd. • Phyto-riker (GIHOC) 	P.O. Box M298, Accra	Investment Banker Group Chief Executive Officer, Enterprise Group Ltd.	Ghanaian

		Pharmaceuticals Company Ltd. • Robert & Sons Ltd			
Kojo Addae-Mensah	Director	Board Member: • Databank Asset Management Services LTD. • Databank Ark Fund PLC. • Databank Balanced Fund PLC. • Databank Brokerage LTD. • Databank Financial Services LTD. • Databank MFund PLC. • The Databank Foundation • Databank Retirement Fund PLC	61 Barnes Road., Adabraka, Accra	Investment Banker Group Chief Executive Officer, Databank Group	Ghanaian
George Otoo	Director	Board Member: • Ghana Re-insurance PLC.	P. O. Box GP50, Accra	Insurance Executive	Ghanaian
Adelaide Ahwireng	Director	Board Member: • Databank Balanced Fund PLC. • Empretec Ghana Foundation • FIO Enterprise Ltd. • Methodist Bookshop Company Ltd • Ghana Revenue Authority • Natures' Treasure Foods LTD	P. O. Box CT 958, Cantonments, Accra	Business Executive	Ghanaian
Estelle Akofio-Sowah	Director	Board Member: • Stanbic Bank • Ghana International School • Ghana Domain Name Registry	P. O. Box 5566 Cantonments, Accra	CSquared West Africa Manager	Ghanaian
Charles Nana Kofi Amoako	Director	N/A	P.O.Box GP 50, Accra	Chartered Insurer	Ghanaian

Auditors: KPMG
Marlin House,
13 Yiyiwa Drive, Abelenkpe,
P.O.Box GP 242.
Accra.

Lawyer: Dela Obeng-Sakyi
PMB Ministries Post Office
Accra
Tel: +233 302 610610

E-mail: del.Obeng-Sakyi@DatabankGroup.com

Company Secretary: Accra Nominees Limited
No. 13 Samora Machel Road
Asylum Down, Accra
P. O. Box GP 242
Accra
Tel: (233)(307)03 2004
E-mail: accranominees@africaonline.com
accranominees@yahoo.com

Registrar: The shareholder's register may be inspected at the offices of the Manager:
Databank Asset Management Services LTD.
No.61 Barnes Road
Adabraka, Accra
Tel: +233302 610610
E-mail: info@databankgroup.com

CONSTITUTION OF THE SCHEME

Name of scheme:	Databank EPACK Investment Fund PLC.
Date of incorporation	23 rd October, 1998
Date of establishment:	27 th October, 1998
Nature of scheme:	Authorized Mutual Fund
Promoters of the scheme:	Databank Asset Management Services LTD.
Duration of scheme:	Indefinite

INVESTMENT OBJECTIVE, POLICY AND RESTRICTIONS

Investment objective

Databank Epack Investment Fund PLC is an open-ended long term mutual fund, that seeks to realize significant returns on investors' capital over the long term by investing predominantly in listed pan-African equities with high growth potential.

Investment strategy

The Fund seeks to achieve its objective through investments in a diversified portfolio predominantly of equities listed on a stock exchange and unlisted equities. It is the manager's intention to invest between 55% - 80% of its net assets in equities and between 20%-45% of the Fund's net assets in fixed-income securities.

Investment policy

1. The Fund's investments will include the following:
 - a. The Fund may invest in equity securities trading on regulated markets
 - b. The Fund may invest in unlisted equity securities which may not exceed 20% of its total Net Asset Value (NAV)
 - c. Commercial paper
 - d. Bankers' acceptances
 - e. Certificates of deposit
 - f. Corporate bonds
 - g. Debt obligations issued or guaranteed as to principal and interest by the Ghana Government or its agencies such as Government of Ghana, Bank of Ghana and Municipal authorities
 - h. Repurchase agreements, which may be viewed as a type of secured lending by the Fund
2. The Fund may invest up to 30% of the scheme's total net assets value in government securities of the same issue.
3. The Fund may from time-to-time maintain significant liquidity in the form of cash or short-term investment in order to meet investment opportunities as they arise or where general market conditions make it advisable.
4. The Manager may invest up to 10% of the interests of the scheme in collective investment schemes managed by the Manager or by an associate of the Manager.

Base currency

The base currency of the Fund is the Ghanaian cedi (GHC).

Annual accounting period

The accounting date for every financial year is 31st December.

Investment restrictions

Except with the prior approval of the Commission, the Manager shall not for or on behalf of the Scheme:

1. Invest in commodities, futures, or options.
2. Invest more than 10% of the net asset value of the scheme in any type of real estate other than the securities of real estate companies or companies that have engaged in real estate investment activities.
3. Invest more than 25% of the net asset value of the scheme in securities issued by a single issuer, other than securities issued by the government of Ghana.
4. Invest more than 10% of the net asset value of the scheme in any particular class of securities issued by a single issuer other than securities issued by the government of Ghana.

5. Invest more than 10% of the net asset value of the scheme in other collective investment schemes.
6. Invest more than 15% of the total net asset value of the scheme in securities not listed or quoted on an authorized stock exchange.
7. Purchase securities on margin, except that the Manager may obtain such short-term credit as may be necessary for the clearance of purchases and sales of securities constituting or to be included in the assets of the scheme.
8. Make any investment that will result in the Manager or the scheme gaining management control of a company in which the investment has been made.
9. Make short sales of securities or maintain a short position.
10. Acquire any securities which are unpaid or partly paid for.
11. Apply any part of the assets of the scheme in the acquisition of an investment which is likely to involve the scheme in any liability, contingent or otherwise.
12. Enter underwriting or sub-underwriting contracts in relation to the subscription or purchase of any investment.
13. Invest in any securities of a class in a company or other body of any officer or collectively officers of the Manager of the scheme own more than 5% of the total nominal amount of the securities of that class issued by the company or body.

Borrowing powers

The Fund will not borrow more than 15% of the total net assets of the Fund at the time of borrowing and then only for liquidity purposes.

The following provisions shall apply in connection with the borrowing:

1. The borrowing may be from the Custodian or any associate of theirs on the best commercial terms.
2. The aggregate outstanding of borrowings whether in local or foreign currency at any time shall not exceed 15% of the net value of the assets of the Scheme.
3. Any interest on the borrowing and expenses incurred in negotiating, entering into, varying, carrying into effect and terminating the borrowing arrangements shall be payable out of the assets of the scheme.

4. For the purposes of securing the borrowing, the board of directors of the Fund is entitled, with the concurrence of the Manager, to charge or pledge in any manner all or any part of the assets of the scheme, and where any part of the assets of the scheme or any document of title of the assets is for the time being under the custody and control of a person other than the Custodian in consequence of any charge or pledge, the provisions of the Regulations as to the custody and control of the assets of the scheme or the documents of title to the assets shall be deemed not to have been infringed.
5. Any charge or pledge on the assets of the scheme shall be made upon the terms that no action shall be taken to enforce the security constituted until thirty days after notice in writing has been given to the board of directors of the mutual fund demanding repayment of the monies secured.
6. Where borrowing is undertaken for the account of the scheme, assets that form a part of the deposited property may be registered in the lender's name or in the name of a nominee appointed by the lender; provided that the lender or its nominee, enters into a written commitment that under no circumstances will it pledge or obligate any part of the assets to any other person or use any part of them to margin, guarantee, secure, discharge or settle any borrowing, trades or contracts, or dispose of any part of them, or treat them as if any person other than the mutual fund and the lender had any interest in them.
7. Where the assets of the scheme or any part of the assets are registered in the name of a lender as security for a loan obtained for and on behalf of the scheme, the Custodian is liable for any act or omission of the lender or the lender's agent with respect to the property.
8. Any cash raised by borrowing for the scheme shall constitute a part of the assets of the scheme.

Management of the Fund

1. The Manager shall manage the mutual fund on a day-to-day basis, select investments to be owned by the company and carry out any other functions assigned to it under contract from the mutual fund.
2. The Manager shall be subject to the directions of the Directors of the mutual fund and shall perform the normal functions carried out by the managing director of a company.
3. Where the directions given to the Manager by the Directors of the mutual fund contravene the Securities Industry Act, 2016 (Act 929) or any other enactment, the manager shall refer the matter to the Commission for guidance.
4. The Manager of a mutual fund shall maintain such minimum paid up capital and have the amount, as well as the type of financial and material resources as may be directed by the Commission.
5. The Manager shall not allow the property of the company to be used or invested contrary to the investment restrictions under Act 929 or Regulations made there under.

6. The Manager shall ensure that its Directors or other persons concerned with the management of its business have the necessary qualifications and experience required by the Commission.
7. The Manager shall act in accordance with investment policies laid down by its Directors and the provisions of Act 929.

The Fund has appointed Databank Asset Management Services LTD, as Manager, to provide administrative services, manage its business affairs and invest its assets, including the placing of orders for the purchase and sale of portfolio securities.

The Board of Directors is responsible for the Fund's management and control, including the determination of investment policy.

Management of other schemes and portfolios

1. The Manager also manages Databank Balanced Fund PLC, Databank MFund PLC, Databank Educational Investment Fund PLC and Databank ArkFund PLC. Databank Asset Management Services LTD. has been investing on behalf of clients for over two decades and provides investment management and advisory services to SEC-licensed collective investment schemes, NPRA-licensed pension schemes, Corporate & Endowment funds and the wealth of high-net-worth individuals. As of December 31, 2022, Databank Asset Management managed over GHC9 billion in assets.
2. The Manager of a scheme shall only deal with the management of licensed mutual fund schemes, except that the Manager may with the prior written approval of the Commission manage other investment portfolios subject to conditions that the Commission may impose.
3. The Manager of a scheme may manage more than one scheme if:
 - a. Each scheme has an investment officer.
 - b. The names and characteristics of each scheme operated are disclosed to the investors of all schemes under the management.
 - c. Separate accounts are maintained for each scheme.
 - d. The basis of allocation of expenses between each scheme is disclosed to the investors of all schemes under the management.
4. The Manager is responsible for the actual management of the Fund's portfolio and constantly reviews the holding of the Fund in the light of its research analysis and research from other relevant sources. The responsibility for making decisions to buy, sell or hold a particular security rests` with the Manager.
5. The Fund pays the Investment Manager a monthly management fee as remuneration for services to the Fund. The fee is paid out of the net assets of the scheme at a rate of 2.2% per annum

Custodian

Standard Chartered Bank Ghana PLC, has been appointed Custodian of the Fund's assets, including the securities and cash of the Fund which will be held on behalf of the Fund either directly by the Custodian, or its agents. The Custodian shall ensure that assets are held in accordance with Act 929 as amended from time to time.

1. The Directors of a mutual fund shall appoint a Custodian for the mutual fund which shall take into its custody or put under its control the property of the mutual fund, which shall be held in accordance with the law and any relevant agreement not inconsistent with the law.
2. The Custodian of a mutual fund shall have such minimum capital requirement as may be determined by the Commission.
3. The Custodian may give notice to the Manager that it is not prepared to accept the transfer of assets in contravention of the law and may require the Manager to give security for the transfer of assets.
4. Subject to subsection (3), the terms of its contract of appointment and the law, the Custodian shall carry out the instructions of the Manager as regards investments, which comprise the assets of the company.

The Directors of a company applying to operate as a mutual fund shall appoint for the mutual fund:

1. A Manager, which shall be a company incorporated in Ghana and independent of the mutual fund company.
2. A Custodian, which shall be independent of the mutual fund company and be a bank, approved by the Commission

The Custodian shall have and maintain such minimum capital requirement as shall be determined by the Commission.

Interest income and dividend distribution policy

It is the Fund's intention to reinvest all its net investment income if any.

CHARACTERISTICS OF INTEREST IN THE SCHEME

An investor will be entitled to participate in the property and the income of the Fund in proportion to the investors' holdings.

The shareholders of the company have the same rights of a shareholder under the Companies Act, 2019(Act 992).

Contract notes

Share certificates/contract notes shall be issued in accordance with section 55 of the Companies Act, 2019 (Act 992). Contract notes will be issued on a monthly basis in compliance with regulatory requirements and mainly include all deposit transactions that have occurred during the month in review.

Votes of members

Each member and each proxy lawfully present at the meeting shall have one vote, and on a poll, each member who is present in person or by proxy shall have one vote for each share held by him.

VALUATION OF ASSETS, CHARGES, DISTRIBUTION AND FEES**Valuation and pricing**

1. The offer and redemption prices of a scheme shall be calculated on the basis of the net asset value of the scheme divided by the number of interests outstanding.
2. The offer and redemption prices of a scheme may be adjusted by the fees, levies and charges permitted to be made from the assets of the Scheme in accordance with the Regulations of the Scheme
3. An issue price quoted or published shall be the maximum price payable on the purchase of interests and the redemption price shall be the net price receivable on the redemption of interests.
4. There shall be no further charges payable by investors other than stamp duty or other taxes.

Pricing fund shares and valuation

The price of Fund Shares, called the net asset value per share, shall be expressed in the base currency which is the Ghanaian Cedi. The net asset value per share will be determined in respect of any valuation day by dividing the net assets of the Fund (being the value of the assets of the Funds less liabilities by the number of Fund shares then outstanding, and shall be rounded up or down to four decimal places.

The Fund determines the value of its debt securities by the market value method (in accordance with Directive Number: SEC/DIR/002/10/2022 of the Securities and Exchange Commission, Ghana), which involves valuing a debt obligation with reference to its market value, rather than cost. An instrument valued at market value will be impacted by fluctuating interest rates. While this method introduces volatility in valuation, it ensures that the value of the instrument reflect the price the Fund would receive if it sold the instrument.

Portfolio securities that are traded on a Stock Exchange are valued at the Volume Weighted Average Price (VWAP) on the Exchange or at such valuation method adopted by the Exchange in question as of the close of business on the day the securities are being valued or lacking any sales at the trade price. Securities traded in the over-the-counter market are valued at the last available trade price in the over-the-counter market prior to the time of valuation.

Valuation of unquoted securities

1. The value of investments not listed or quoted shall be based on the net asset value per share based on the last available financial statements subject to an adjustment upwards or downwards of up to 10% to consider post-balance sheet market conditions, except that, any adjustment in the price by more than 10% in view of market conditions may be made only in consultation with the Board of Directors of the Fund.
2. The Manager shall keep all records used to support the valuation of unquoted securities.

The Net Asset Value (NAV) is the price at which shares are issued and is the basis for determining management fees and custodian charges. A redemption charge not exceeding 3% is placed on redemptions.

The net asset value per share is computed by dividing the value of the securities held by the Fund plus any cash or other assets (including interest and dividends accrued but not yet received) minus all liabilities (including accrued expenses) by the total number of shares outstanding at such times. Expenses including the fees payable to the Manager are accrued daily.

The net asset value per share of the Fund is determined every business day as of close of trading on a Stock Exchange by 5:00 p.m. Shares will not be priced on days that trading does not take place on the Ghana Stock Exchange (GSE), and on days that banks are closed for business.

Remuneration of the Manager

1. The Manager shall be entitled to receive as a fee, the redemption charge and the management fees. The redemption charge, which shall not exceed 3% of the price at which shares are to be redeemed, shall be subtracted from such price before redemption. The redemption charge shall be paid to the Manager upon redemption of the shares.
2. The management fee shall be accrued daily and paid monthly and shall not exceed a maximum of 2.2% per annum. The management fee will be calculated on daily basis as 2.2% of the value of the net assets of the Fund divided by 365 (or, in a leap year, 366). The management fee will be paid out of the property of the Fund.
3. Any indirect tax chargeable in respect of services supplied by the Manager in consideration of the management fee shall be paid out of the assets of the Fund.

Remuneration of the Custodian

The Custodian is entitled to receive remuneration for its services which shall be paid out of the property of the Fund. Such remuneration shall consist of a periodic charge calculated in accordance with sub-clauses (2) and (3) below.

1. Subject as stated herein, the periodic safekeeping charge payable to the Custodian shall be calculated in respect of successive calendar monthly periods (payment periods), provided that no charge shall be payable in respect of the initial offer period. The first payment period shall begin on the day following the end of the initial offer period and end on the last day of the month in which such offer period expires. In respect of the first payment period, the relevant valuation point shall be the first valuation point of the Fund following the end of the initial offer period.
2. The amount of the periodic safekeeping charge for each payment period shall be calculated as a percentage not exceeding 0.5% of Assets under Custody. The custody fee shall be calculated on monthly basis at the agreed rate multiplied by Assets under Custody (on the basis agreed between the Manager and the Custodian) divided by 365 (or, in a leap year, 366).
3. In the event of a winding-up of the Fund, the final payment period for the purpose of calculating the Custodian's periodic charge shall end on the day on which the final distribution in such winding-up shall be made. However, in the case of a winding up, by an extraordinary resolution at a meeting of shareholders pursuant to the Regulations, the day of winding up shall be specified by the resolution.
4. The calculation of the remuneration to which the Custodian is entitled shall be made without considering any indirect taxation in respect thereof.
5. Any amount of remuneration payable to the Custodian calculated under sub-Regulation (2) above in respect of any month shall accrue on a daily basis and shall be paid to the Custodian on or as soon as possible after the date on which the relevant payment period ends.

Remuneration of Directors

The fees of Non-Executive Directors will be paid out of the assets of the Fund after approval by shareholders at an annual general meeting.

Other expenses chargeable to the property of the Fund

1. The Manager shall be entitled, out of the assets of the Fund, to make payments to service providers including registrars and auditors by way of remuneration for their services, and to make payments by way of contributions to the expenses of regulatory bodies.
2. The Manager shall be entitled, out of the assets of the Fund, to meet the costs incurred in connection with the production of certificates of title, distribution, stationery, and the mailing thereof. Accounting and legal expenses, cost of maintaining the Fund's existence, cost of shareholders' reports and meetings, as well as the cost of preparing and printing prospectus, and statements of additional information will be borne by the fund.
3. All expenses incurred in the operation of the Fund will be borne by the Fund, except to the extent specifically assumed by the Manager. The expenses to be borne by the Fund will include: the management fees, charges of Custodian, registrar fees, accounting and legal expenses, cost of

maintaining the Fund's existence, cost of distributing the shares of the Fund, cost of shareholders' reports and meetings, as well as the cost of preparing and printing prospectus, and statements of additional information.

Fees and expenses

This table summarizes the indicative fees and expenses an investor may pay if he invests in the Fund.

Shareholder fees (Fees paid directly from your investment)

	Less than 1 Year	Between 1 and 2 years	Between 2 and 3 years
Redemption Charge¹	3%	2%	1%

Indicative annual fund operating expenses (Expenses that are deducted from total fund assets)

	Rate
Management Fees	2.20%
Other Expenses	1.20%
Total Amount Fund Operating Expenses	3.40%

The annual management fee is considered in the pricing of the Fund. Other expenses cover items such as custody fees, audit fees, accounting charges, administrative fees, shareholder services, retail and marketing services, as well as all other charges and expenses incurred in the operation of the Fund and are taken into account in the pricing of the Fund.

THE ISSUE AND REDEMPTION OF INTEREST IN THE SCHEME

Issue of shares

The shares of the Fund are not listed on the Stock Exchange. Applicants may set up a new account to buy Fund shares. When applicants purchase Fund shares, the shares are purchased at the last published price.

Applicants can buy shares of the Fund within normal business hours on every business day that is between 8:00 a.m. and 5:00 p.m. except on statutory public holidays and through our partner locations that may also operate on Saturdays (hours vary depending on location). Any transaction done electronically outside normal business hours, or over a weekend will be processed on the next working day.

The Manager will be available to receive request for the issue and redemption of shares between 8:00 a.m. and 5:00 p.m. on Mondays to Fridays, except on statutory public holidays and through our partner locations that may also operate on Saturdays. Any transaction done on a Saturday will be processed on the next working day. Applicants settling in a currency other than the base currency of the Fund may experience a delay in processing

¹ The redemption charge is prorated based on the number of days each deposit being withdrawn has been invested.

the application to allow for currency conversion. Payment of the total amount due should be made in Ghanaian cedis. However, payment can be made in a freely convertible currency and the necessary foreign exchange transaction will be arranged on behalf of and at the expense of the applicant. Shares will be issued and redeemed on any day except Saturdays, Sundays and statutory public holidays. The issued shares will not be listed on the GSE.

The issue of shares is conditional upon receipt of subscription monies and cleared funds by 5:00 p.m. on a valuation day. If timely settlement is not made an application may lapse and be cancelled. In such circumstances the Fund has the right to bring an action against the defaulting applicant to obtain compensation for any loss directly or indirectly resulting from the failure by the applicant to make good settlement by the settlement date.

No shares of the Fund will be issued during any period when calculation of the net asset value per share is suspended by the Fund.

Minimum investments

The minimum initial investment value for all investors not on the regular investment plan is GH¢50. Additional investments should be a minimum of GH¢20.

Maximum investments

An investor may not purchase shares that will result in him/her holding more than 5% of the total value of the Fund.

Account opening options

1. Contact Databank or its Agents: You may buy Fund shares with cash or cheque, by contacting personnel or agents of Databank Asset Management Services Ltd. Shares in the Fund may then be purchased with cash or cheque at any Databank branch, partner location or partner bank located nationwide. Databank client service officers will assist you, step-by-step, with the application to invest in the Fund.
2. By Mail: To open a new account to buy Fund shares you need to:
 - a. Complete and sign the attached application forms
 - b. Write a cheque for the investment amount to Databank Epack Investment Fund PLC and mail the application and cheque to the Manager, Databank Epack Investment Fund PLC, c/o Databank Asset Management Services LTD., Private Mail Bag, Ministries Post Office, Accra, Ghana.
3. Online: Applicants may visit the Online services section of Databank's website to open a Databank Epack Investment Fund account. Applicants will be required to upload a scanned copy of a valid photo ID, passport photo, and signature along with the Ghana Post coordinates indicating where they live.
4. By USSD: Applicants may open a Databank Epack Investment Fund account by dialing *6100#. Applicants will be required to forward a scanned copy of a valid photo ID, passport photo, and signature along with the Ghana Post coordinates indicating where they live to ebusiness@databankgroup.com to regularize

the account. Until the account is regularized, the applicant will be unable to withdraw from Databank Epack Investment Fund.

Account top up options

To buy additional shares for an existing account the applicant can use one of the following channels:

1. **10 Databank locations** across Ghana. Purchases done through this medium reflect in the Applicant's investment account within 1 business day.
2. **470+ bank branches** through our network of partner banks (Absa, Access Bank, Fidelity, GCB, GT Bank, UBA, Zenith). Purchases done through this medium reflect in the Applicant's investment account within 1 business day.
3. **4 mobile money shortcodes:** *6100# (MTN and Vodafone users only), *737*100#, *790*100#, *422*400#. Purchases done through this medium can take up to 3 business days to reflect in the Applicant's investment account.
4. **2 online platforms for Visa & Mastercard:** Visit online services at www.databankgroup.com or myghpay.com. Purchases done through this medium can take up to 3 business days to reflect in the Applicant's investment account.
5. **Databank mobile app:** Available on Google Play Store and the App Store, the applicant can top up Databank Epack Investment Fund using a Visa or Mastercard, or mobile money. Purchases done through this medium can take up to 3 business days to reflect in the Applicant's investment account.
6. **Crossed cheque:** Cheque should be made payable to Databank Epack Investment Fund PLC. The Funds will only be credited to the Applicant's investment account after it has been cleared by the bank. The Fund will not be responsible for the consequences of delays in the clearing of the cheque.
7. **Direct debit:** This option is only available to applicants who wish to purchase shares through regular bank transfers. This is a purchase plan that allows applicants to transfer money automatically from their bank account monthly. The Fund will not be responsible for the consequences of delays and any charges imposed by the applicant's bank. The minimum amount for this option is GH¢100 per month.
8. **CAGD Direct Debit:** This option is only available to applicants who have their salary paid through the Controller and Accountant General (CAGD) and wish to purchase shares through regular deductions. This purchase plan allows applicants to have money deducted directly from their salary by the CAGD monthly. The Fund will not be responsible for the consequences of delays and any charges imposed by the CAGD. The minimum amount for this option is GH¢100 per month.
9. **Bank transfer:** Before sending instructions by wire, please call us at (233) 0302 610610 on weekdays from 8:00 a.m. to 5:00 p.m. at that time you will be provided with details of the bank account to which the purchase amount should be wired. Wire the instructions specifying the name of the Fund, applicant's name, along with the investment amount. When the applicant buys Fund shares, wire purchase instructions will be executed on the next business day. The applicant's Bank may impose a fee for sending a wire. The Fund will not be responsible for the consequences of delays, in the banking wire systems.

Additional purchase information

Application settling in a currency other than the base currency of the Fund may experience a delay in processing the application to allow for currency conversion. As soon as the price at which the shares are to be issued has

been determined, the Fund will inform the applicant, if practicable, of the total number of shares allotted and the total cost including any applicable initial sales charge in respect of the number of shares applied for.

Payment of the total amount due should be made in Ghanaian cedis. However, payment can be made in a freely convertible currency and the necessary foreign exchange transaction will be arranged on behalf of, and at the expense of the applicant through the banking system as per Bank of Ghana regulations. Subscription monies in cleared funds must be received on the valuation day before a purchase is made.

No shares of any Fund will be issued during any period when calculation of the net asset value per share is suspended by the Fund. Notice of any suspension will be given to applicants for shares and applications made or pending during such suspensions may be withdrawn by notice in writing received by the Fund prior to the lifting of such suspensions. Unless withdrawn, applications will be considered on the first valuation day following the end of the suspension, as if received on that valuation day.

Redemption of shares

The Manager will be required to redeem for cash, all shares of the Fund on receipt of a written request in proper form. The redemption price is the net asset value per share less sales commission of up to 3% determined after the receipt of the redemption instructions. The value of share at the time of redemption may be more or less than the shareholder's cost depending on the market value of securities held by the Fund at such times. A shareholder wishing to redeem shares may do so through the following;

1. *Contact the Manager:* To sell your shares, simply call the Manager and you will be instructed on the procedure. Payment will be sent to the address to which the account is registered or otherwise according to your instruction at the redeemer's expense.
2. *By Letter:* You may also sell your shares by writing a letter of instruction that includes:
 - a. The name of the Fund
 - b. Shareholder's account number
 - c. The account registration name(s) and address
 - d. The Cedi amount or the number of shares the shareholder(s) wish to sell
 - e. The signature of each shareholder as it appears on the account
 - f. The name of the payee
 - g. A signed indemnity form
 - h. The desired mode of payment from the available options (i.e., token, bank transfer, payment to mobile wallet)

Mail or hand deliver the letter to: The Manager, Databank Epack Investment Fund PLC., c/o Databank Asset Management Services LTD, Private Mail Bag, Ministries Post Office, and Accra, Ghana.

3. *By Email:* You may also sell your shares by sending a letter of instruction or completed withdrawal form via e-mail that includes:

- a. The name of the Fund
- b. Shareholder(s)'s account number
- c. The account registration name(s) and address(es)
- d. The Cedi amount or the number of shares the shareholder(s) wish to sell
- e. The signature of each shareholder as it appears on the account
- f. The name of the payee
- g. A signed indemnity form
- h. The desired mode of payment from the available options (i.e., token, bank transfer, payment to mobile wallet)

Email a signed copy of the letter to info@databankgroup.com

If a redemption request would result in a shareholder's investment in the Fund being less than GHC 50.00 the Manager may redeem the full shareholding and pay the proceeds to the shareholder. The payment for redemption has been delegated to the Manager.

Payment for shares redeemed will be made by cheque not later than five (5) working days after the redemption request has been received and is in good order. A transfer can be made into the redeemer's bank account at the redeemer's expense.

If, in exceptional circumstances, the liquidity of the Fund is insufficient to enable redemption proceeds to be paid within the specified period above, after the redemption request has been received, payment will be made as soon as reasonably practicable thereafter, but without interest.

The Board of Directors, with the approval of the Commission, is also authorized to extend the period for payment of redemption proceeds to such periods as may be required by settlement and other constraints prevailing in the financial markets of Ghana.

The right of redemption will be suspended with the approval of the Commission when:

1. Any of the principal markets on which any substantial portion of the investments of the Fund quoted are closed, otherwise than for ordinary holidays or during which dealings therein are restricted or suspended.
2. The existence of any situation that constitutes an emergency as a result of which disposal or valuation of assets owned by the Fund would be impracticable.
3. There is a breakdown in the means of communication normally employed in determining the price or value of any of the investments of the Fund or during any other period when the Commission by order, so permits.

Any such suspension shall be published in a daily national newspaper by the Fund and shall be notified to shareholders requesting redemption of their shares by the Fund at the time of the filing of the request for such redemption. Under normal circumstances, prior to redemption requests and before any payment will be made, the Manager, must have received a completed withdrawal form (and indemnity form, if applicable).

Where the sale of equities on the GSE and on the other Stock Exchanges the Fund operates in to meet liquidity needs will be detrimental to the interests of existing shareholders, the Fund will extend the redemption period to a maximum of 30 days with the approval of the Board of Directors. Any further extension will be referred to the Commission for approval.

The price at which shares in the Fund are redeemed may be more or less than the cost to the shareholder depending on the net asset value per share of the Fund at the time of redemption.

Reservations

The Fund may stop offering its shares at any time and may reserve the right to reject any order for the purchase or exchange of shares. The Fund may also modify the conditions of purchase at any time and such information would be included in the updated scheme particulars. The Fund reserves the right to close an account if, in the opinion of the Fund there is evidence of fraudulent activities or money laundering, violation of regulatory requirements, threat of harm to staff or clients of the Fund, vandalism of Fund property or any other similar actions.

Publication of share price

The most recent issue and redemption prices will be published on the Databank website (www.databankgroup.com) after determination of the net asset value on every business day.

Liability for scheme particulars

1. A person responsible for issuing a document that contains the particulars of a scheme is liable to pay compensation to any person who:
 - a. Purchases or agrees to purchase interests in the Scheme.
 - b. Suffers loss due to an untrue or misleading statement or the omission of any particulars required by the Unit Trusts and Mutual Fund Regulations, 2001 (L.I 1695) (“the Regulations”) to be in the scheme particulars.
2. Where the form of scheme particulars requires details which are not relevant to the particular scheme, the omission of those details shall not be considered as an omission for purposes of these regulations.
3. A person shall not incur any liability under these regulations for any loss in respect of interests in a scheme, if the person satisfies the court that at the time when the scheme particulars were prepared or ought to have been revised, the person reasonably believed, having made such enquiries as were reasonable, that the statement was true and not misleading or that the matter which caused the loss was properly omitted if:
 - a. The person continued in that belief until the time when the interests were acquired.
 - b. The interests were acquired before it was reasonably practicable to bring a correction to the attention of persons likely to acquire them.
 - c. Before the interests were acquired the person had taken such steps as were reasonable for the person to have taken to ensure that a correction was brought to the attention of persons likely to acquire them.

- d. The person who acquired the interests was not influenced, or not influenced to any material extent, by that statement or would not have been influenced to any material extent, by the inclusion of the matter omitted in deciding to acquire the interest.
4. A person shall not incur any liability under these regulations if the person satisfies the court that:
 - a. Before the interests were acquired, a correction was published in such a manner as to inform prospective participants in the Scheme.
 - b. The person took such steps as were reasonable to secure the publication and believed it had taken place before the interests were acquired.
 - c. The purchaser acquired the interests with the knowledge that the statement was misleading or with the knowledge of the omitted matter.
 - d. The failure to revise the scheme particulars was because the person reasonably believed that the change or new matter was not such as to require a revision of the scheme particulars.

Winding-Up

1. If the Company shall be wound up, the liquidator may, with the sanction of a special resolution of the Company and any other sanction required by the Companies Act, 2019 or by the Corporate Insolvency and Restructuring Act 2020, (Act 1015), divide among the members in specie or kind, the whole or part of the assets of the Company. This applies whether they shall consist of assets of the same kind or not. The liquidator may for such purposes set such values as the liquidator considers fair upon any assets to be divided, and may determine how such division shall be carried out as between the members or different classes of members.
2. The liquidator may, vest the whole or any part of such assets in trustees upon such trusts for the benefit of the members as the liquidator, with the like sanction, shall think fit.
3. Notwithstanding the foregoing, no member shall be compelled to accept any securities whereon there is any liability.

GENERAL INFORMATION

Information on Shareholders' meetings and reports

- The annual and half-year reports will be published four months and two months, respectively, after the end of the accounting period.
- The Annual General Meeting (AGM) of shareholders will be held each year. Notices of all meetings will be published in the print media as the Board of Directors shall from time-to-time determine in line with SEC rules and will be sent to registered shareholders at least twenty-one (21) days prior to the meeting at their addresses (email or postal) in the register of shareholders. Such notices will include the agenda and specify the time and place of the meeting.

- Annual Facts Sheets, the full audited annual reports and half year reports will be distributed by electronic mail to email addresses provided by shareholders. In addition, audited annual reports will be published on the Databank website (i.e., www.databankgroup.com). Limited hard copies of the audited annual report will be made available at the Annual General Meeting. Copies of the constitution of the Scheme, any amending instrument and the most recent annual and half-yearly reports may be inspected and obtained at the registered office of the Company, No 61 Barnes Road, Adabraka, PMB, Ministries Post Office Accra.

Accounting year

- The accounting year of the Fund ends on December 31.

Meetings, attendance and voting

1. The investors of the Fund shall meet for the transaction of business at such times and places as the Board of Directors of the mutual fund may determine except that the Manager shall hold such meeting at least once a year.
2. The Board of Directors of the Fund shall at the request in writing of investors registered as holding not less than one-twentieth of the number of interests in issue or at the request of a trustee or Custodian made in writing, convene a meeting of the investors within thirty days of the date of the request.
3. The Manager may attend any meeting of investors but the Manager is not entitled to vote or be counted for a quorum.

Performance information

Databank Epack's prices will be published daily on Databank's website and will also be available daily at any of Databank's locations.

Complaints

Complaints about the operation of the Scheme may be made to Databank Asset Management Services Ltd. (the Manager).

Complaints procedure

1. The Manager of a scheme shall maintain a register into which shall be recorded every complaint received, the date on which the complaint was received and the details of it.
2. The Manager shall investigate or cause the investigation of all complaints received in an expeditious manner.
3. If, for any reason, the complaint is not settled to the satisfaction of the complainant within three months after its receipt by the manager, the Manager shall give notice to the Commission of the details of the complaint, the action taken in response to it and inform the complainant that the Commission has been notified, providing the date of the notice.

4. After receipt of the notice, the Commission shall investigate the complaint and provide the complainant with such redress as is provided under the Act.

Account Information Changes

To change information regarding an account (including a new address, change of beneficiary, or change in the automatic investment plan), Shareholders must send the new information to Databank Asset Management Services LTD through one of its listed locations or by email to info@databankgroup.com. Shareholders may confirm receipt of this information by calling Databank on (233)0302 610610.

RISK FACTORS

There is no assurance that the Fund will achieve its investment objective. The investment of the Fund will be subject to normal market fluctuations and other risks inherent in investing in securities and there can be no assurance that any appreciation in value will occur.

The value of investments and the income derived there from, which is linked to the net asset value of the Fund, may rise or fall resulting in the possibility of the investor not realizing his initial investment. An investor who sells shares after holding for a short period may, in addition, not realise the amount originally invested. Investing in securities in Ghana involves certain considerations not usually associated with investing in securities of issues in more developed capital markets including:

- a. Greater economic uncertainty.
- b. The small size of the markets for securities and low volumes of trading, resulting in illiquidity and price volatility.
- c. The relative lack of publicly available information on listed companies.

There is the possibility of delays in the settlement of trades which may result in periods when the assets of the Fund are invested and no return is earned thereon. Shareholders who purchase shares using foreign currency may be subject to significant fluctuations of currency rates. Changes in foreign currency exchange rates will affect the value of securities when translated into the currency with which the shareholder invested.

Investment in equity securities carries greater risks than investment in treasury bills and investors should be aware that while equity securities can be extremely rewarding, the risks are consequently higher. Investors should regard investments in the Fund as medium to long-term in nature and should expect a moderate level of volatility due to the relatively moderate level of risk involved.

A principal risk of investing in the Fund is associated with its equity investments. In general, stock values fluctuate in response to activities specific to the company as well as general market, economic and political conditions. Stock prices can fluctuate widely in response to these factors.

Some other risk factors are:

Sovereign risk: This refers to the possibility that a government will default on its debt obligations.

Credit risk: This refers to the possibility that the issuer of a security will be unable to make interest payments and or repay the principal on its debt.

Interest rate risk: This refers to fluctuations in the value of a fixed-income security resulting from changes in the general level of interest rates.

Operational Risk: The Fund will invest through the services of brokers, Custodians, etc. This is no guaranty that these parties will not fail to trade or discharge their obligations as expected. This risk can lead to the incurring of costs related to the replacement of the deal (replacement risk). Again, this kind of risk may take the form of settlement risk when the Fund pays cash or delivers securities but the other party delays execution, thereby causing illiquidity which may be critical. While the Manager and the Custodian of the fund intend to use the services of only the best qualified parties, the choice of available options may be limited. Investors in the Fund will have to understand that they may have to bear such risk.

Market Risk: The value of your investment may decline with short-term fluctuations.

Liquidity Risk: This risk exists when investments are difficult to purchase or sell, possibly preventing the Fund from selling out of these illiquid securities at an advantageous price. This could lead to extended withdrawal periods due to the Funds inability to meet redemption requests.

In addition, the mutual fund is particularly subject to the risk that the purchasing power of your investment may be eroded overtime by inflation. The Investment Manager actively manages the Fund's assets to reduce the risk of losing any principal investment as a result of the above mentioned.

TAXATION

Taxation of the Company: Under Ghanaian tax laws, the interest, dividends or any other income of a mutual fund is exempt from income tax. Currently there is no tax on capital gains on the sale of securities listed on the Ghana Stock Exchange.

Taxation of Shareholders: The interest or dividends payable to a member of a mutual fund is exempt from tax.